

Skelsmergh and Scalthwaiterigg Parish Council

Minutes of the Ordinary Meeting

Wednesday 22 September 2021, 7.30pm at Skelsmergh Community Hall

To comply with CV-19 guidance, risk reducing practice and social distancing was maintained.

Present:

Parish Councillors:

John Chapman (JC) – Chair
Cllr Freyja Burrill (FB)
Angela Brand-Barker (AB-B)

Clerk:

Karen Little (KL)

Parish Residents:

Two residents of the parish were present

Minute Number	Business Item	Lead Person
16/21	<p><u>Welcome and Apologies</u></p> <p>Apologies were received from Cllr Hermann Moisl (HM), Tim Maggs (TM) and Danny Seddon-Roberts (DS-R); these were not accepted. The meeting was quorate. County Councillor Stan Collins, and SLDC Councillors Pat Bell and Ali Jama sent their apologies.</p>	
17/21	<p><u>Declaration of Interests</u></p> <p>Interests declared:</p> <ul style="list-style-type: none">• Cllr Brand-Barker - Treasurer, Lakes Mountain Bike Orienteering Group• Cllr Burrill - resident within the Kiln Croft curtilage.	
18/21	<p><u>Invited guest - presentation by Joseph Rigby</u> (student volunteer, Yr 11)</p> <p>Unfortunately Joseph was not able to attend - Cllr Chapman explained Joseph's undertaking and impressive contribution to the parish as part of his activities towards the silver Duke of Edinburgh (DofE) award. This requires participants to commit one hour/week for a minimum of six months to volunteer to help people, the community and/or the environment. In discussion with Cllr Chapman, Joseph volunteered to survey the access and condition of the parish public footpaths - to provide very useful information to ensure the upkeep and conservation of local public rights of way. Joseph undertook this task in a very systematic, meticulous and comprehensive manner, initially focusing on the list of footpaths published on the parish website, followed by others as time progressed. Overall, he put in a lot of hours (winter 2020 and spring 2021) to complete all the footpaths in the parish, reporting-in items of concern or repairs needed along the way to enable actions to resolve these. The final outcome is quite remarkable - he has catalogued details and photo-shots of all the public footpaths in the parish, producing a definite and detailed directory which will provide an enduring valuable reference resource for the Parish.</p> <p>Councillors were disappointed that Joseph was not able to attend this meeting (they totally understood he would have many commitments and a busy life!) - they wanted to thank him in person for his diligence, commitment and quality of work. They fully supported Cllr Chapman's feedback report to the DofE commending and congratulating Joseph's achievement. His commitment to physically completing, followed by providing a legacy resource of the entire local footpath network is a remarkable feat for a young student.</p>	

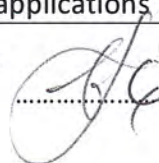
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Date:

10th November 2021

	Joseph's work will be used to lobby the Countryside Access team, Cumbria County Council to undertake (prioritise funding for) a programme of work to restore damaged or fading waymarks in the parish. RESOLVED: Councillors requested JR is sent a 'thank you' letter on behalf of the Parish Council.	KL
19/21	<p>Open Forum:</p> <p>a. Application by the Freedom Camping Club for a campsite at Newalls, Hut on the hill Two residents from Kiln Croft attended to make representations about an application by the Freedom Camping Club to operate a small, exempted campsite at Newalls, Hut on the hill. Newalls is a property adjoining Skelsmergh Hall. The residents outlined their concerns relating to the proposal to offer up to five camping units which may include huts, pods, tepees, tents, motorhomes and caravans. The parish council was asked to provide written comment to object to the Freedom Camping Club application, in support of the Kiln Croft Management Company's reasons for requesting this objection. The deadline for responses is 30.09.2021. The Clerk was given a transcript of the representations. A detailed discussion followed, covering numerous aspects associated with setting-up and managing a campsite.</p> <p>JC: An application of up to five units is exempt from the planning application process and, as such, doesn't invite formal comment from the parish council. Council involvement and intervention (likely to be from SLDC) would only apply if this number is exceeded. The residents were thanked for their time to attend and make this representation; formal consideration would be given under a later agenda item at this meeting. <i>The two residents left the meeting at this point.</i></p> <p>b. Update from SLDC/CCC Councillors: RESOLVED: In the absence of colleagues, to defer these items to the next meeting:</p> <ol style="list-style-type: none"> 1. South Lakeland Local Plan review, Link 2. East & West new unitary councils for Cumbria, Link 3. Local Cycling and Walking Infrastructure Plans, Link 	
20/21	<p>Minutes of the Previous Meeting, <i>circulated in advance</i> RESOLVED: The minutes of the Parish meeting on 26.05.2021 were confirmed as a true and complete record. The Chair was authorised to sign them as such at the meeting.</p>	
21/21	<p>Matters Arising from the Minutes</p> <p>a. Reasons for the cancellation of the PC meeting on 14.07.2021. The decision to cancel the meeting was taken by the Chair and Clerk following guidance received from CALC (Lesley Cooper) based on the following:</p> <ol style="list-style-type: none"> 1. The meeting had to be face to face, remote meetings are no longer allowed. 2. Confirmation we could meet in Skelsmergh Community Hall on 14.07 was not received; the Management Committee were waiting for the 'all clear', expected 19.07. 3. Councillors had reservations about meeting face to face while the lockdown continued. 4. There was no pressing business or urgent matters that needed resolving – financial matters could be put on hold until September. <p>RESOLVED: The PC retrospectively endorsed the decision taken to cancel the July meeting.</p>	
22/21	<p>Formal Announcements by the Chair</p> <p>a. Co-option of new Councillor - Scalthwaiteirigg ward RESOLVED: Councillors expressed concern that the vacancy continues - more effort needs to be made to identify and recruit new interest in the post.</p> <p>b. Virtual training opportunities for councillors, Link, <i>information circulated</i> RESOLVED: All encouraged to book places for any of the online 'Developing your skills' courses (by telephone/email/online- CALC). There is an allocated budget for training costs.</p>	All Govs
23/21	<p>Grant applications, if any No grant applications had been received.</p>	

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Date: 10.11.21

Community Action Plan - to receive update reports on:**a. Environment:**

1. The next litter pick is on Sunday 24.10.2021, from 10 am to noon. Participations will be invited to join-in with drinks outside the Community Hall afterwards.
2. Stile at Oakbank, *pictures provided*
RESOLVED: Adjourned until a practical solution is identified for the construction work involved - CCC will provide (at no cost) a replacement kissing gate.
3. Woodlands maintenance, *quote provided*
RESOLVED: To allocate £180 (as per quote received from Scott Ellis) for a day's chainsaw felling work. Most of this cost of this is expected to be recovered from the sale of the wood products generated - as prepared and overseen by Cllr Chapman.
4. Woodlands working party
RESOLVED: To continue with ad hoc invitations for individuals/small groups to join Cllr Chapman in the woods when mutually convenient, this is more effective than forming and managing a large working party.
5. Gurnal Bridge new licence
RESOLVED: To formally park this item until the land agents contact the PC again. No correspondence has been received, or is expected until related issues are resolved.
6. Noise pollution - Oakbank
No longer a concern - Cropper's new equipment seems to be working effectively.

b. Highways and Transport: updates on:

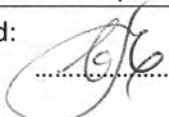
1. Update on the Mealbank bridge repairs
AB-B confirmed that the work is now completely finished and the bridge is open to all traffic. Following correct procedures, the owners of the industrial estate (the Procters) have removed the nearby structurally unstable wall, along with the trees causing the problem. Cllr HM is in discussion with the Procters about the plans to restore the bridleway to its good condition prior to the industrial traffic using the bridleway to access the estate.
2. Meal bank/Patton Road landslide
RESOLVED: The PC have made their concerns known to Highways - there are no further options for the PC to progress this.
3. Highway issues on Gurnal Bridge Lane
RESOLVED: Noted the issues west of the river are complete - deferred to TM for update.
4. Drainage issues in parish
No recent rainfall to assess drain conditions; work on Betty Scott Lane was noted.
5. Repair of Skelsmergh sign (on A6 - at border with Selside), *information provided*
Post meeting: New sign in place, invoice not yet received.

c. Communication

1. Replacement of noticeboard at Oakbank, *quote received*
RESOLVED: To approve and commission a new noticeboard at Oakbank, as per Neil Hawes's quote (£580). In addition:
 - To commission Neil Hawes to repair the notice board at Dodding green, NH to send an invoice on completion.
 - To seek a quote from Neil Hawes for a replacement notice board at Garth Row.
 - To seek providers and quotes for a signs for all of the replaced parish council notice boards to indicate this is PC property.**Action:** JC/KL to seek quotes for plastic 'ownership' signs to attach to PC notice boards.
2. Update on B4MS, including arrangements for stand-by generator maintenance and switch-over process during power cut
RESOLVED: Deferred to TM for an update.
3. Welcome pack for new residents, *information provided for the meeting*

JC/KL

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RESOLVED: 20 welcome packs will be made available at the next PC meeting, 5 per Councillor - to have to hand and deliver when they become aware of a new resident local to them. (Envelopes, pc leaflets, letters and copy of Community News - it was noted that more leaflets will need to be printed in the near-future).

KL
JC

4. Website plans

RESOLVED: To seek website providers as succession planning for HM's end of office.

Action: KL to recommend a commercial website manager at the next PC meeting.

KL

d. Community

1. Coronavirus - impact on Parish

Noted no visible concerns, no approaches received to notify of any problems.

2. Arrangements for the Halloween event on Sunday 31.10.2021

From AB-B: plans progressing for 'spooky walk' approx. 5 miles, mainly off-road, with a shorter option if requested. Landowners will be contacted in advance for permission, where required. Fancy dress costumes encouraged. The community hall is booked for light refreshments afterwards.

RESOLVED: To allocate a budget of £150 towards the costs (posters/refreshments, etc); AB-B will present invoices for reimbursement at the next meeting.

3. Defibrillator

From AB-B, concerned that the case is not easy to open - some people would struggle to get into the equipment. Also the case has a crack in it.

RESOLVED: AB-B will keep an eye on the crack in the case- if it gets worse, a replacement case will be ordered.

4. Community Book Club, *information provided for the meeting*

RESOLVED: The PC will consider any proposals and applications from residents/people working in the area to form and operate a community book club. It is not in the PC's remit to set up and be involved in operational details.

25/21 **Finance:**

a. **To consider payments to be made as per Clerk's report, circulated in advance**

RESOLVED: To make the following payments:

Payee	Expenses/Services	Amount (£)
Karen Little	Clerk's salary (July meeting was cancelled):	
	• 01.06.2021 to 31.07.2021 (no Tax)	441.31
	• 01.08.2021 to 30.09.2021 (no Tax)	441.31
	Total	882.62
Cumbria Payroll Services	Payroll - Clerk's wages	
	• July payroll	14.40
	• September payroll	14.40
	Total	28.80
TOTAL		911.42
Income received	None	-

RESOLVED: To appoint Cllr Angela Brand-Barker as an authorised Barclays bank signatory of the Skelsmergh and Scalthwaiterigg Parish Council bank account.

Action: KL to confirm all signatories of the PC's Barclays account and to facilitate the process to include AB-B as an authorised signatory.

Post meeting: KL confirmed that FB, DS-R are authorised signatories, as well as JC, HM & TM - recorded in minute number 28/19d, meeting 17.09.2019.

KL

b. **To receive and note the bank reconciliation and predicted 2021-2022 year end position, Circulated in advance.**

RESOLVED: The current level of available funds is due to limited opportunities to receive/discuss investment initiatives whilst the risk/impact of CV-19 continues. The earlier

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	resolutions to secure specific items/services will ensure funding continues to be used effectively.	
26/21	South Lakeland District Association meeting , 16.09.2021 Noted - no PC representation; councillors were not able to attend.	
27/21	Next steps to develop a new Community Plan (DS-R & FB) RESOLVED: Agreed to put all activities to develop a new community plan on hold until formal consultations and public meetings can be held. With the ongoing CV-19 risks and safety requirements it is not possible to progress a new plan that will include representation from all resident groups.	
28/21	Planning Applications , list circulated of all applications received - March to September 2021 It was noted that the PC has responded to all formal planning applications to date - details and outcomes are as reported in the information provided for the meeting. The representation made and the details provided in the Open Forum item of this meeting (proposal to operate a small, exempted campsite at Newalls, Hut on the hill) was considered. It was noted that the council is not a formal consultee on this matter, as this is not a planning application. However, and in addition, with a Councillor's declaration of interest as a resident of the Skelsmergh Hall and Kiln Croft curtilage (possible conflict of interest), the Parish council was not quorate to have a view. Action: KL to thank the residents who attended this PC meeting and to inform them that as the council is non-quorate on this issue, no view can be officially offered. <i>Post meeting: The residents were invited to attend the Open Forum section of the next PC meeting (10.11.2021) if they wish to request that this matter is reconsidered.</i>	KL
29/21	Correspondence: a. South Lakeland 'Grot spot' , Link RESOLVED: Noted SLDC's 'Clean Up South Lakeland' campaign and acknowledged the PC's contribution to the district's litter-pick programme. Individuals can identify specific areas they would like to see cleaned up by the South Lakeland District Council team.	
30/21	Dates for Next Meetings , venue: Skelsmergh Community Hall, commencing 7.30pm: <ul style="list-style-type: none"> • Wednesday 10 November 2021 • Wednesday 19 January 2022 • Wednesday 9 March 2022 	

Signed:



Date:

10th November 2021